



Manager's Report

For Council Meeting 5/23/00

FINANCE

Listed below are the new businesses licensed during this period:

<u>Business Name</u>	<u>Address</u>	<u>Business Type</u>
Air Freight Support Inc	412 Crestwood St SW	Trucking - Delivery
ATC Marketing Group Inc	1091 Smartt's Ln NE	Cleaning Service & Retail
Clawson Remodeling & Design	809 Melody Ct SE	Remodeling Contractor
Dean Witter Reynolds Inc	5 Cornwall St NW	Securities Brokerage
Emily Shatarsky Hair Design	110-A South St SE	Hair Stylist
Gods Children	1311 Barksdale Dr	Child Care
Gene R Haislip	120 Chesterfield Pl	Retail – Art
Jan's Antiques	32 S King St	Retail- Antiques
Leesburg Auto Parts (new owner)	705 D E Market St	Retail – Auto Parts
Leesburg Pizza Outlet	34E Catoctin Cr SE	Restaurant
M J S Associates	106 Mayfair Dr NE	Computer Services
Mahfooz Construction	133 Mayfair Dr NE	Construction
Nomad's Nook	9 W Market St	Retail – Furniture
Object Forge Inc	1435 Harle Pl SW	Software Engineering
Tiny Tot Day Care	422 Andromeda Ter NE	Child Care

PERSONNEL

Pursuant to Section 4-3 of the Town Charter, the following personnel actions have occurred since the last report:

<u>New Hires</u>	<u>Position</u>	<u>Department</u>
Phillip Rodenberg	Deputy Town Manager	Executive

<u>Resignations</u>	<u>Position</u>	<u>Department</u>
Tad Curry	Maintenance Worker	Engineering & Public Works
Donna Frye	Parking Booth Attendant	Finance
Melody Hill	Engineer I	Utilities
Steve Krisa	Deputy Director of Finance	Finance
Ramin Sabet	Engineer II	Engineering & Public Works

BALCH LIBRARY

The library is conducting its annual "Spring Survey." In this survey, we ask patrons to rate our collection, our reference service and our schedule of hours. We also tally all materials used, the number of in-person, phone and e-mail questions we answer, and we ask for suggestions about programs and additions to the collection.

PLANNING and ZONING

Current Planning Division Activity**Plans accepted for review during the period May 3 – May 16, 2000**

- Tri-State Drywall – Preliminary/Final Development Plan (34,800 sq. ft. warehouse)
- Potomac Station, Sec. 7A – Easement Plat (water & sewer easements)
- Leesburg Plaza Office Building – Preliminary/Final Authorization Request (41,286 sq. ft. office)
- CVS Pharmacy – Boundary Line Adjustment
- Tavistock Recreation Center – Revised Final Development Plan (swimming pool and deck revisions)
- Potomac Crossing, Sec. 7 – Final Plat (30 single-family detached dwelling units)
- Edwards Ferry Road Improvements – Construction Drawings (road widening)
- Potomac Crossing, Sec. 6 – Construction Drawings (45 single-family detached dwelling units)
- Potomac Station, Sec. 10 – Construction Drawings (155 townhouse units)
- Fort Evans Plaza – Revised Landscape Plan
- Stowers, Sec. 1 – Homeowners Association Documents
- Leesburg Green – Preliminary/Final Development Plan (45,000 sq. ft. office & 95,400 sq. ft. mini-warehouse)
- Edwards Landing, Phase 2A – Construction Drawings (44 single-family detached dwelling units)

Plans reviewed during the period May 3 – May 16, 2000

- Loudoun County Central Warehouse – Preliminary/Final Development Plan (7,980 sq. ft. building addition)
- CVS Pharmacy – Boundary Line Adjustment
- Brown Property – Subdivision Sketch (7 townhouse units)
- Leesburg Plaza Office Building – Preliminary/Final Authorization Request (41,286 sq. ft. office)
- Shellhorn Property/Urban Growth Area – GIS Mapping
- Stowers, Sec. 1 – Homeowners Association Documents
- Stowers, Sec. 1, 2, & 3 – Street Addressing
- County Finance Dept. Request – Development Potential for Various Lots
- Carlson Property – Variation Request (parking court on less than 4 acres)
- Dale Lumber – No Adverse Impact (outdoor storage yard)
- Beauregard Heights – Street Addressing

Zoning Permits Issued (00-580 thru 00-660)**New Construction – Residential**

Exeter Hills – 2 SFD @ \$100,000.

Kincaid Forest – 2 SFD @ \$100,000.

Woodlea Manor – 4 SFD @ \$100,000.

Tavistock Farms – 3 SFD @ \$105,000.

Potomac Crossing – 3 SFD @ \$105,000.

Greenway Farms – 2 SFD @ \$125,000.
Stratford Ph. “B” – 3 SFD @ \$85,000.
Greenway Farms – 11 SFD @ \$150,000.
Exeter Hills – 4 SFA @ \$100,000.

New Construction – Commercial

None during this time frame

Occupancy Permits Issued – Residential

Tavistock - 3 SFD
Beauregard Estates – 1 SFD
Woodlea Manor – 1 SFD
Memorial Dr. – 1 SFD
Stratford – 1 SFD
Kincaid Forest – 2 SFD
Potomac Crossing – 2 SFD

Occupancy Permits Issued – Commercial

Leesburg Airpark – Eurotherm Controls, Inc.

UTILITIES**1. Water and Sewer Administration****a. Training**

Randy Shoemaker and Aref Etemadi attended the Virginia Section Water Environment Association annual meeting in Roanoke.

Louis Jarvis successfully completed Intermediate training for Excel and Access programs this period.

b. Award

Randy Shoemaker accepted an award in recognition of best practices in infrastructure planning, design and financing from the Virginia Resources Authority.

2. Water Supply Division**a. Capital Projects Update**

Water Treatment Plant Upgrade to 10 MGD

The contractor is performing the following operations:

- I. Installing miscellaneous yard piping and duct bank
- II. Forming and pouring concrete at filter building
- III. Performing masonry and equipment installation operations at washwater building.

WTP Expansion Project Status

Dollar value complete 39% Time Elapsed 63%

The contractor is approximately 50 days behind schedule.

Hospital Tank Pumping Station

Erosion and sediment control devices have been installed. Building stakeout has been conducted, and shop drawing review is in progress.

3. Utility Lines Division**a. Training**

Mike Cummings and Rick Schooley attended AWWA training session and Utitlyt Rodeo held at Lynchburg.

R. S. Noe